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28 MAY 1964

DD/S&T-1633-64

MEMORANDUM FOR: Assistant Director, OSA

SUBJECT: FY 1964 Office Funds Requirement

1. During the past four months, a number of meetings with individual Offices were held to determine the progress made in obligating funds and to ascertain whether any funds could be determined as surplus to actual needs. These several reviews disclosed surpluses in OSA which have been utilized for priority R&D projects. One item, in the amount of [REDACTED] intended for screen rooms, had been declared surplus. Subsequently, however, OSA proposed to reprogram these funds for the acquisition of communications equipments included in the Office FY 1965 Program. This proposed reprogramming has not yet been approved by DD/S&T.

2. Due to the urgent need for additional funds within the DD/S&T for priority R&D projects, we would like you to make one more careful review of your requirements for the balance of FY 64 to determine if funds being held available for estimated obligations are, in fact, needed in their entirety. To this end, will you please report back by 3 June on the most current status of available funds and essential FY 64 programmed requirements for the use of such funds.

[REDACTED]
Executive Officer
Deputy Director for
Science and Technology

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